



REPLY TO  
ATTENTION OF

DEPARTMENT OF THE ARMY  
HEADQUARTERS, 41<sup>ST</sup> FIRES BRIGADE  
BLDG. 10053, BATTALION AVE.  
FORT HOOD, TEXAS 76544

AFYB-FB-CDR

20 November 2009

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Brigade Command Policy Letter # 1 - Open Door Policy

1. REFERENCE: Army Regulation 600-20, Army Command Policy, dated 11 February 2009.
2. PURPOSE: This policy provides Soldiers and civilians the opportunity to keep their Commander informed and also affords Soldiers the opportunity to seek command assistance. This policy is not used to circumvent the chain of command. Soldiers are encouraged to keep their chain of command informed when choosing to utilize the Commander's open door policy.
3. POLICY: My door is always open to Soldiers and Civilians requiring any form of assistance. Although not absolutely required as a prerequisite to using the open door policy, I expect soldiers to use the chain of command to the fullest extent possible. If a soldier is dissatisfied with a response or the support provided by the chain of command, he/she may see me.
4. PROCEDURE: Appointments should normally be made through the Brigade Executive Officer at 287-9853. Notification of an appointment through the Chain of Command is highly encouraged. Enlisted Soldiers are highly encouraged to consult the Brigade Command Sergeant Major prior to meeting me.

Rail Gunner Strong!

  
JOHN C. THOMSON III  
COL, FA  
Commanding

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